



MORE THAN ARCHITECTS

MEETING MINUTES

Project Name: Cedar Brook Elementary Renovations

Project Number: 1809-02-01

Owner: Spring Branch ISD

Meeting Description: CBE PAT #4 Meeting

Meeting Date and Time: 03/19/2019 3:00 PM

Meeting Location: Cedar Brook Elementary – Houston, TX

Owner's Designated Representative: Travis Stanford

Report Date and Author: 03/25/2019 – Jordan Tripp

By emailing these minutes to the Owner's Designated Representative (ODR), we are requesting approval. Upon approval, Huckabee shall proceed with the understanding that the ODR:

- represents he/she is authorized to render decisions for the Owner and the Owner will accept any increases in costs or schedules if decisions change;
- approves all decisions noted (e.g. action to be taken or what is to be specified, added, deleted, changed, etc.) whether the ODR was present or not;
- understands the advantages/disadvantages associated with each decision (e.g. performance, appearance, costs, schedule, risks, maintenance);
- agrees he or she does not need any further technical assistance from Huckabee in understanding or weighing the advantages/disadvantages; and,
- acknowledges all recommendations are based on each professional's understanding of goals, schedule, budget and information available at the time.

Meeting Objectives

1. Review Graphic Design Consensus
2. Review Options and Locations for Graphics
3. Present Interior Material Palettes

The following comments were captured during PAT discussions regarding the existing learning environment at Cedar Brook Elementary and potential ways to positively affect the learning environment.

Graphics Direction

- 1) Entry
 - a. Above Reception Counter
 - i. Utilize newer Bulldog Logo as found on the Cedar Brook website
 - ii. Background should be more neutral with pops of Cedar Brook yellow. The yellow Color Code was provided to Huckabee by SBISD
 - b. Side Wall
 - i. PAT would prefer the School Name or School Motto to be highlighted. The school name should be larger than the mascot name.
 - ii. More color can be incorporated at this location.
 - iii. Reduce the size of the mascot and/or explore options where paw prints are used in lieu of the mascot
 - iv. Incorporate the dual language and multi-cultural theme at this location.
- 2) Collaboration Neighborhood:
 - a. Core Value Words were selected over Cultural Landmarks by a vote of 5 to 2.
 - b. The simple word without the icon was preferred by the PAT
 - c. PAT would like Huckabee to explore graphics that show the Core Value Words in multiple languages.

Interior Material Palettes

- 1) Floor Pattern
 - a. The PAT preferred the Pixel Concept over the Linear Concept by a vote of 6 to 2.
 - b. The PAT requested that floor markers within the floor pattern be preserved as these are used to help students line up.
- 2) Color Palette
 - a. The PAT preferred the Color Palette with the Linear Carpet Texture over the Color Palette with the Pixel Carpet Texture by a vote of 5 to 3.

Huckabee

- b. Because the selected color palette contains a more saturated accent color, the PAT requested a reduction the amount used in the floor Pattern. Huckabee to revise the Pixel Floor Pattern based on this recommendation.

END OF MINUTES



MORE THAN ARCHITECTS

SIGN IN SHEET

Project Name: Cedar Brook Addition and Renovations
Client: Spring Branch ISD
Location: 2121 Ojeman Road, Houston, Texas
Project No: 01809-02-01
Meeting Subject: Project Advisory Team Meeting No. 4

Date of Meeting: March 19, 2019
Time of Meeting: 3:00 PM – 5:00 PM
Place of Meeting: Cedar Brook Elem. Conference Room

PLEASE PRINT

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CBE GRAPHICS DIRECTION

3-19-19

Continent

words

Continent

Words in
~~the~~ different
languages

one word on top
of the other
like the horizon

words

words

PIXEL CONCEPT - OPTION 1

CARPET PATTERN

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INTERIOR MATERIALS FOR CEDAR BROOK ELEMENTARY
SPRING BRANCH ISD

Huckabee

LINEAR CONCEPT - OPTION 2

CARPET PATTERN

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COLOR PALETTE (LINEAR)

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COLOR PALETTE - PIXEL

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